

Zoning Application

Town of Manchester, Department of Planning & Zoning
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Applicant		
Name:		
Mailing Address:		
City:	State:	ZIP Code:
Phone:	E-mail:	
Signature:		Date:
Landowner		
Name:		
Mailing Address:		
City:	State:	ZIP Code:
Phone:	E-mail:	
Signature:		Date:
Project Location		
Street Address:		Acreage:
Tax Map ID:	Parcel ID:	
Zoning District: <input type="checkbox"/> DN <input type="checkbox"/> TC <input type="checkbox"/> MU1 <input type="checkbox"/> MU2 <input type="checkbox"/> MU3 <input type="checkbox"/> OI <input type="checkbox"/> R10 <input type="checkbox"/> R4 <input type="checkbox"/> R1 <input type="checkbox"/> RR <input type="checkbox"/> RA <input type="checkbox"/> FC (Check All That Apply & Consult with ZA)		
Overlay Districts: <input type="checkbox"/> APO <input type="checkbox"/> DRO <input type="checkbox"/> FHO (Check All That Apply & Consult with ZA)		
Project Description		
Describe the Project:		Estimated Construction Costs:
Existing Use: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agriculture <input type="checkbox"/> Forestry <input type="checkbox"/> Recreation <input type="checkbox"/> Other		
Proposed Use: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agriculture <input type="checkbox"/> Forestry <input type="checkbox"/> Recreation <input type="checkbox"/> Other		
Type of Application: <input type="checkbox"/> New Construction <input type="checkbox"/> Site Plan <input type="checkbox"/> Conditional Use <input type="checkbox"/> Design Review <input type="checkbox"/> Change of Use <input type="checkbox"/> Sign <input type="checkbox"/> CHO <input type="checkbox"/> Accessory Apartment <input type="checkbox"/> Appeal to DRB <input type="checkbox"/> Waiver/Variance <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Temporary Structure <input type="checkbox"/> BLA <input type="checkbox"/> Subdivision <input type="checkbox"/> Permit Amendment <input type="checkbox"/> Permit Extension <input type="checkbox"/> Administrative Opinion <input type="checkbox"/> CC <input type="checkbox"/> Other (Check All That Apply & Consult with ZA)		
For ZA Use		
Project #:	Fee Received:	Date Received:
AAG Review Date:		Date Warned:
DAC Review Date:		DRB Hearing Date:

See Reverse for Fee Schedule & Submission Requirements

Planning & Zoning Fee Calculation Table Effective July 1, 2019 (Consult with ZA)			After-the-fact Permit Fee is Double the Total.
Project Type	Fee		All Fees Include Applicable Recording Fees.
DRB Hearing	\$180		Minimum Permit Fee for New Construction is \$80.
Administrative Permit with Design Review	\$100		APPLICATIONS FOR ANY LAND USE OR DEVELOPMENT OTHER THAN SINGLE-FAMILY RESIDENTIAL MUST BE ACCOMPANIED BY A SITE PLAN IN COMPLIANCE WITH SECTION 3.2 OF THE MANCHESTER LAND USE & DEVELOPMENT ORDINANCE.
Administrative Permit	\$80		
Sign Permit with Design Review	\$100		
Administrative Sign Permit (perm./temp.)	\$80/\$25		
Boundary Line Adjustment	\$150		
Minor Subdivision (less than 5 lots)	\$250/lot		
Major Subdivision (5 or more lots)	\$500/lot		
Administrative Opinion	\$125		
Administrative Permit Extension	\$30		
Permit Extension Requiring DRB Hearing	\$180		
Administrative Permit Amendment	\$60		
Permit Amendment Requiring DRB Hearing	\$180		
Appeal of Administrative Officer's Decision	\$180		
Certificate of Compliance (complex/simple)	\$50/\$25		
New Commercial Construction	\$0.25/SF		APPLICATIONS FOR SIGNS MUST INCLUDE COLOR, DIMENSIONED RENDERINGS OF ALL PROPOSED SIGNS, WITH AN INDICATION OF PROPOSED LOCATIONS AND DISTANCE TO THE GROUND FROM THE EXTENT OF ALL SIGNS.
New Residential Construction >2,500 SF	\$0.15/SF		
New Residential Construction <2,500 SF	\$0.10/SF		
Calculated Total:			
<p>Consolidated review will occur unless applicant requests otherwise. For consolidated review, apply only the highest fee as listed above.</p> <p>Fees for certificates of compliance will not be consolidated with permit fees. However, multiple open permits for a property may be certified with one certificate of compliance.</p>			

ABBREVIATIONS:

AAG – Administrative Advisory Group
 BLA – Boundary Line Adjustment
 CC – Certificate of Compliance
 CHO – Customary Home Occupation
 DAC – Design Advisory Committee
 DRB – Development Review Board
 ZA – Zoning Administrator

OVERLAY DISTRICTS:

APO – Aquifer Protection Overlay
 DRO – Design Review Overlay
 FHO – Flood Hazard Overlay

BASIC ZONING DISTRICTS:

DN – Downtown
 TC – Town Center
 MU1 – Mixed Use 1
 MU2 – Mixed Use 2
 MU3 – Mixed Use 3
 OI – Office Industrial
 R10- Residential 10
 R4 – Residential 4
 R1 – Residential 1
 RR – Rural Residential
 RA – Rural Agricultural
 FC – Forest Conservation